

Fred Sullivan
Chairman

Janine L. Burke
Executive Director



Scott Avedisian
Mayor

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BOARD MEETING MINUTES

Thursday, January 26, 2012, 4:30 p.m.
Warwick Sewer Authority Conference Room
125 Arthur W. Devine Boulevard
Warwick, RI 02886

PUBLIC HEARING

At 4:30 p.m., seeing no one from the public in attendance, Director Burke opted to delay the start of the public hearing.

At 5:24 p.m. the Warwick Sewer Authority (WSA) began its public hearing to present the following proposed regulation change:

REGULATION 60, SEWER ASSESSMENT CHARGES: Originally Approved and Adopted September 28, 1995 Is hereby amended to read as follows:

The assessment against a parcel of land abutting a common sewer, the installation of which was paid for by private funds and not by the expenditure of public funds, shall be Fifty-Three (53%) percent of what the assessment against the parcel would be if the common sewer had been paid for by the expenditure of public funds.

Executive Director Janine L. Burke, WSA Legal Counsel John Revens, WSA Board members Aaron Guckian, Gary Jarvis and Steve Sylven, and staff members Lynda Ortiz and Lynn Owens in attendance. No members of the public were present.

Director Burke reviewed with the Board the proposed procedural change to the regulation, adding the current standard 53% assessment rate to the language of the regulation. Director Burke stated in the interest of administrative efficiency and customer service, we are amending the regulation to allow staff to make the adjustment. Hearing no comment, this public hearing closed at 5:25 p.m.

REGULAR BUSINESS MEETING

Board Members in attendance:	Staff present:
Aaron Guckian, Secretary	Janine L. Burke, Executive Director
Peter Ginaitt	John Revens, Legal Counsel
Steven Sylven, P.E.	Patrick Doyle, Acting Superintendent
Gary Jarvis	BettyAnne Rossi, Pretreatment Coordinator
	Mathew J. Solitro, Collection Systems Mgr.
Board Member not present:	Lynda Ortiz, Finance Customer Service Mgr.
Fred Sullivan, Chairman	Lynn F. Owens, Administrative Coordinator
	Anthony Corrente, Billing Specialist

1. Call to Order At 5:30 p.m. Mr. Guckian called this meeting to order.

2. Approval of Minutes

- a. Approval of minutes from the regular meeting held December 15, 2011.

ACTION: Mr. Sylven moved approval. Mr. Jarvis seconded the motion. Messrs. Guckian, Sylven and Jarvis voted in favor of the motion. Mr. Ginaitt unavailable for vote. Motion passes.

3. Industrial Pretreatment Division

- a. Local Pretreatment Limits Review:
AECOM Technical Services, Inc., not to exceed \$15,500.00

ACTION: Director Burke presented to the Board a recommendation memo and supporting information from Pretreatment Coordinator and Laboratory Director BettyAnne Rossi, asking that a local limits study be conducted. The study is necessary to ensure that WSA has its limits and surcharges set at the proper level to encourage compliance while allowing for flexibility based on the ability of the treatment plant to handle conventional pollutant removal.

Ms. Rossi stated a study of the local limits was last conducted by WSA personnel in 1996. She explained in detail the need for the study. A scope of services and cost proposal has been submitted by AECOM.

Board members reviewed the information with staff and asked that a request for proposals be advertised to allow other engineering consultants to submit proposals for a review of local pretreatment limits. No action.

4. Collection Systems Division

- a. Sewer Project Update Reports

i. Construction Services

1. Governor Francis Farms Phase II
2. Bayside IV/Longmeadow

ACTION: Collection systems manager Mathew Solitro stated only punch list items remain in Governor Francis Farms Phase II. He stated the Spring Green Corporation is going out to bid for connection services in the private area. He stated as soon as their engineers get the as-builts and location cards to WSA, the Spring Green Corporation can begin making connections.

Mr. Solitro stated work has been suspended in Bayside as of December 15th (winter shutdown). He stated work will resume in March with pavement restoration, loam and seed.

ii. Engineering Services (Future Project Planning)

1. **Governor Francis Farms Phase III:** Mr. Solitro stated he has been in contact with Alice Westervelt about acquiring land for the pumping station, although no funding exists.
2. **Bayside I-III:** Director Burke stated another meeting was held between the Narragansett Indian tribe, EPA, WSA engineering and archaeological consultants and staff. She stated that they will be applying to the National Register of Historic Places to add the Mill Cove site to the Register, with the hope that funding and resources might follow due to the significance of this archaeological find. She stated Gordon Archibald engineers will give us a listing of sewerage options for the area, including on-site systems, from least to most destructive in terms of construction. She stated we have only surveyed five percent of the entire project area and we've found significant items; there is concern that more items will be found. Mr. Ginaitt highlighted the need to weigh out the good of the public and the health benefit (of building a public sewer system) versus something that is truly important and of historic significance.

Director Burke stated federal representatives are involved because this is a nation to nation conversation with the Narragansett Indian tribe. She stated representatives of the Narragansett tribe are saying they understand that sewers are necessary in this modern world and they care about Narragansett Bay. Mat Solitro stated they want us to look at alternatives and meet again to review options.

3. **Northwest Gorton Pond:** Proposal to complete engineering and design work for project area
Garofalo & Associates, Inc.

ACTION: No new information available. No action.

4. **O'Donnell Hill:** Proposal to complete engineering and design work for project area
Garofalo & Associates, Inc.

ACTION: No new information available. No action.

- b. WSA Resolution Supporting Revenue Bond Issuance for the following new sewer construction projects:

O'Donnell Hill (East Natick III)
Northwest Gorton Pond
Governor Francis Farms Phase III
Bayside I
Bayside II
Bayside III

ACTION: Mr. Guckian suggested this matter be tabled until Chairman Sullivan is present. He stated this is a big decision; he said he would like to have more communication with the Council and its President about it. Mr. Sylven said he didn't think our focus should be new construction. Mr. Jarvis stated we should approach new construction more cautiously.

Mr. Sylven moved to table this item for further discussion. Mr. Ginaitt seconded the motion. Messrs. Guckian, Ginaitt, Sylven and Jarvis voted in favor of the motion. Motion approved.

5. Facilities Plan Amendment

- a. AECOM to submit progress report: Director Burke stated WSA has received some formal comments from intergovernmental agencies on the Draft Facility Plan Amendment. A public hearing will be scheduled following RIDEM's formal response to WSA's Draft Facilities Plan.

6. March 30, 2010 Pawtuxet River Flooding

- a. Financial Report of Flood Expenses: Director Burke stated we provided you with an up-to-date report on flood expenses, including reimbursements. Mr. Sylven commented on the significant amount of money paid to Hart Engineering for their work as general contractor of flood recovery efforts at the Facility. He asked for a breakdown of payments made to the largest of the subcontractors, Fall River Electric.

- b. Flood Protection Study: AECOM's monthly progress report submitted to the Board for review. Director Burke stated AECOM is still trying to get the interior drainage information from the Maguire Group.
- c. Bellows Street Pumping Station
Crossman Engineering to submit progress report

Director Burke stated Crossman has received updated flood elevations for the area. She stated preliminary design is about 70% complete. She said a wetlands permit will be filed soon. Mr. Sylven expressed interest in reviewing the plans for the project.

7. Operation and Maintenance Division

- a. Bid #2012-3 Wastewater Treatment Chemicals: Item B: Potassium Permanganate: Rescind award of bid to F2 Industries, LLC, for lack of proper insurance liability coverage.

ACTION: Following review of submitted recommendation memo, Mr. Ginaitt moved approval. Mr. Sylven seconded the motion. Messrs. Guckian, Ginaitt, Sylven and Jarvis voted in favor of the motion. Motion approved.

- b. Purchase Authorization: Cedar Swamp Station SMC Conversion
Northeast Electrical Distributors: \$39,228.00

ACTION: Following review of submitted recommendation memo, Mr. Ginaitt moved approval. Mr. Sylven seconded the motion. Messrs. Guckian, Ginaitt, Sylven and Jarvis voted in favor of the motion. Motion approved.

- c. Purchase Authorization: Premium efficiency motors for Cedar Swamp pump station (3) and Apponaug pump station (1)
Delta Electro Power, Inc.: \$60,620.50

ACTION: Following review of submitted recommendation memo, Mr. Ginaitt moved approval. Mr. Jarvis seconded the motion. Messrs. Guckian, Ginaitt, Sylven and Jarvis voted in favor of the motion. Motion approved.

- d. Sludge Disposal Contract: Veolia Water North America

ACTION: Following review of submitted recommendation memo, Mr. Sylven moved approval. Mr. Jarvis seconded the motion. Messrs. Guckian, Ginaitt, Sylven and Jarvis voted in favor of the motion. Motion approved.

8. Billing Services Division

- a. Regulation 60: Sewer Assessment Charges (where private funds are used for sewer installation)

ACTION: Director Burke reported that a public hearing was held prior to this business meeting. She stated no one from the public attended.

Mr. Jarvis moved approval of the changes to Regulation 60. Mr. Sylven seconded the motion. Messrs. Guckian, Ginaitt, Sylven and Jarvis voted in favor of the motion. Motion approved.

- b. Transfer of collected funds from WSA 60/40 loan program to Sewer Tie-In Grant Program administered by the City's Community Development office.

ACTION: Mr. Jarvis moved that any money collected from the old loan program be put into the WSA sewer tie in grant program administered by the Community Development office. Mr. Sylven seconded the motion. Messrs. Guckian, Ginaitt, Sylven and Jarvis voted in favor of the motion. Motion approved.

9. Administrative Items

- a. Director's Report
 - i. Effective Utility Management Project Update
 - ii. Financial Report: submitted in Board agenda packets
 - iii. Administrative Schedule

Director Burke said that she has received from the Cadmus Group the tools to implement effective utility management. She said she now has to find the time and resources to focus on public outreach.

- b. Chairman's Report: No report.
- c. Sewer Assessment Committee Report: Mr. Jarvis stated the committee is now looking at trying to shore up some of the regulations and modify what we want to put before the legislature this session.

10. Consent Agenda – Drainlayers' 2012 License Renewals

- a. ELJ, Inc., 703 Metacom Avenue, Bristol
- b. R. T. Nunes & Sons, Inc., 1 Nunes Lane, West Warwick
- c. Site Resources, LLC, 1130 Ten Rod Road, E-102, North Kingstown
- d. David Skurka, 131 Cowesett Avenue, West Warwick
- e. J. DiCenzo Construction Corp., 55 Bleachery Court, Warwick
- f. Stephen Cary, 7 Englewood Lane, Warwick
- g. R. Quirk Excavation, 3681 Quaker Lane, North Kingstown
- h. Armando Ricci, Ricci Drain-Laying Co., Inc., 19 Lily St., Providence

- i. Patrick Diffley/Diffley & Daughters Septic, 1855 South county Trail, East Greenwich
- j. Michael Perri & Sons, Inc., 537 Sandy Lane, Warwick
- k. Lucas D'Allesandro, P.O. Box 424, Foster

ACTION: Messrs. Ginaitt and Jarvis moved approval. Mr. Sylven seconded the motion. Messrs. Guckian, Ginaitt, Sylven and Jarvis voted in favor of the motion. Motion approved.

11. Consent Agenda – Correspondence

- a. WSA to Whitehouse on Warwick water infrastructure needs (12-12-11)
- b. WSA to Congressional delegation on Draft Facilities Plan Amendment (12-13-11)
- c. WSA to D'Ambra Construction Co., Inc. Notice to Proceed Contract BB (12-21-11)
- d. WSA November Director's report to Mayor Avedisian (12-21-11)
- e. USEPA to WSA re: Janine Burke 2011 Regional EPA Wastewater Treatment Plant Operator Award recipient (12-21-11)
- f. WSA to RIDEM responding to 2011 Compliance Evaluation Inspection (12-22-11)
- g. WSA to RIEMA regarding extension request (12-22-11)
- h. WSA recorded resolution regarding sewer usage charges (12-22-11)
- i. Fuss & O'Neill contract with WSA for development of sewer geodatabase (1-6-12)
- j. WSA to City Council re: December 2011 financial report (1-3-12)
- k. Warwick Beacon article on TGIF efforts in Warwick (1-12-12)
- l. B & E Consulting, LLC contract with WSA for 2012 rate schedule and fee structure review/revision (1-12-12)
- m. RIDEM to Director Burke regarding USEPA award (12-19-12)
- n. WSA to USEPA regarding 2011 CMOM Program Implementation Annual Report (without attachments) (1-20-12)
- o. WSA December Director's report to Mayor Avedisian (1-19-12)

ACTION: Mr. Sylven moved approval. Mr. Jarvis seconded the motion. Messrs. Guckian, Ginaitt, Sylven and Jarvis voted in favor of the motion. Motion approved.

Mr. Guckian thanked Director Burke for sharing with the Board correspondence between WSA and the congressional delegation and the Governor's office. The Board members congratulated Director Burke for her well-deserved USEPA wastewater treatment plant operator award.

12. New Business

Introduction of new business to be docketed for an upcoming meeting or to be referred to the executive director or legal counsel for comment.

No new business presented.

13. Old Business

- a. WSA Deferment Policy
- b. Mandatory Sewer Connection Program
- c. Amendments to By-Laws
- d. Modifications to Septage Hauling Regulations
- e. GIS Program Status: Director Burke stated WSA contracted with Fuss & O'Neill to improve our GIS system to a geodatabase. She stated a Fuss & O'Neill consultant may come to the February meeting to display the mapping system.
- f. Infrastructure Improvement: 48" line under Interstate 95

14. PUBLIC COMMENT PERIOD: No members of the public in attendance.

15. Adjournment

Mr. Sylven moved to adjourn. Mr. Jarvis seconded the motion. Messrs. Guckian, Ginaitt, Sylven and Jarvis voted in favor of the motion. Motion approved.

At 6:36 p.m. this meeting ended.

Aaron Guckian, WSA Secretary

Date Approved